

AUGUST 10, 2016 – NOTES OF ACTION TAKEN BY THE SEVIER SCHOOL DISTRICT BOARD OF EDUCATION AT A MEETING HELD ON AUGUST 10, 2016, AT 4:00 PM IN THE SEVIER SCHOOL DISTRICT OFFICE.

In attendance were President Jack Hansen, Vice President Richard Orr, members Tom Hales, Clint Johnson, and Stewart Shaver, Superintendent Cade Douglas, Assistant Superintendent Gail Albrecht, Business Administrator Chad Lloyd, and Executive Secretary Krista Nielson.

Also in attendance were Secretary Mavane Loftus and patron John Foster.

President Hansen welcomed everyone to the meeting.

Cade Douglas offered the reverence and led the group in the Pledge of Allegiance.

ITEM #1. – CONSENT AGENDA.

- A. Approval of Minutes.** Minutes from the June 16, 2016 Board Meeting and Closed Meeting were approved. **The Board approved the addendum to the original Board minutes.**
- B. Approval of Employees.** The following individuals were approved for employment: **April Bagley** for the position of school secretary at Monroe Elementary; **Julie Strate** for the position of an instructional assistant at the Richfield Preschool; **Aubrie Jenkins** for the position of an instructional assistant at the Richfield Preschool; **Stacy Pietak** for the position of an instructional assistant at the Richfield Preschool; **Lindsay LaOrange** for the position of an instructional assistant at the Salina Preschool; **Laura Williams** for the position of a lead teacher at the Monroe Preschool; **Lana Barney** for the position of a media center coordinator at North Sevier Middle School; **Kenneth Wayman** as a full-time band / music teacher at North Sevier Middle School; **Robin Hessey** for the position of copy aide at South Sevier High School; **Sandra Mills** for the position of a non-location special needs instructional assistant; **Joseph Venuti** for the position of head baseball coach at Richfield High; **Dee Simmons** for the position of an on-call custodian at Richfield High; **Ryan Heath** as a full-time language arts teacher at North Sevier High; **Adam Foreman** for the position of an on-call custodian at South Sevier High; **David Bone** as a full-time science teacher at North Sevier Middle School; **Terri Robins** for the position of a food service cook at North Sevier High; and **Heidi Dean** for the position of a food service cook at North Sevier High.
- C. Safe Walking Routes.** The annual approval of the safe walking routes has now been identified as a requirement in the approval process of the School Trust Land plans. Annually, the District has

updated the safe walking route plans for each community and school and has distributed them to the parents through the schools. The 2016-17 safe walking routes received Board approval.

INSERT A

D. Revised Policies

1. # 2005, Employee Background Checks – First Reading.

Revisions to the policy include required employment reference checks, application notice and waiver regarding background checks, outline criminal background check and monitoring for licensed employees, and outlines the use of criminal history and background check information. Changes were made to adhere to Utah Code § 53A-15. Revisions to the policy received first reading approval.

2. # 4250, School Advertising Restrictions – First Reading.

Sevier School District schools, grounds, and buildings are not public forums for the display or distribution of non-school information. Except as specifically authorized by this policy, no company, organization, group, or individual from outside the District may use the schools or other District facilities, property, or resources for the posting, display, or distribution of signs, banners, fliers, advertisements, bulletins, newspapers, posters, coupons, or other materials. Revisions to the policy received first reading approval.

3. # 4105, Term of Instruction – First Reading. The following policy outlines the length of a school year, requirements of the appropriate curriculum prepare by the Sate Board of Education, emergency / activity days, parent-teacher and SEOP conferences, and the procedures for kindergarten assessment. Revisions to the policy received first reading approval.

E. Out-of-State Travel Request. North Sevier High teacher / coach Lexa Larsen received approval for her and one assistant coach, Sarah Swapp, to attend the *PGC Game Time Course* in Norton, MA on August 1-5, 2016. Registration expenses will be paid out of the school fundraiser account. Flight costs and additional expenses will be paid from personal funds. The Board approved the request on July 26, 2016. The Board ratified the proposed request.

F. Financial Summary. The financial summary for the period ending June 30 and July 31, 2016, was approved as well as checks issued in June and July 2016.

President Hansen called for objections to the consent agenda. Since there were no objections, the consent agenda received Board approval.

ITEM #2. – PATRON DIALOGUE. There was no patron dialogue.

ITEM #3.A. – DISCUSSION – ITEMS FROM THE BOARD.

1. Pre-Delegate/Delegate Assembly – August 19 – 20. *Mr. Hales & Superintendent Douglas*

President Hansen congratulated Gail Albrecht on receiving the Customer Service Super Star award.

ITEM #3.B. — ITEMS FROM ADMINISTRATION

Items from Superintendent Douglas

Information Items:

1. Principals Goal Setting: Includes Leadership Self-Assessment and Growth Plans (ObserverTab) and School Improvement/Professional Learning Plans
2. Radio Spot every other month
3. District Website updates, Twitter, Facebook, and public awareness. New this year is SchoolMessenger.
4. Opening Institute - Monday, August 22nd
5. Back to School Bash
6. Voted Leeway update
7. Pink Game Letter from the University of Utah and the Huntsman Cancer Institute

Discussion Items

1. Mission, Vision, Goals, and Initiatives: Alignment Poster
2. Number of F's Report and Number of College Credit Report

There was a brief discussion about the Number of F's report.

Mrs. Albrecht thanked the Board and everyone who supported her in receiving the Customer Service Super Star Award.

Items from Gail Albrecht

1. New Teacher Training - August 18th
2. Policies and Procedures - Principals Meeting Training
3. Intergenerational Poverty – Attendance and Personalized Learning
4. College and Career Readiness Guidelines
5. New Leave and Substitute Software, *Smart Find*-Multiple Training Sessions

6. Master's Degree Recipients to be recognized at Opening Institute

Mrs. Albrecht reported that Shelly Winn has been recognized by the Nation Association of School Nurses for excellence in school nursing and will be recognized during Opening Institute.

Items from *Chad Lloyd*

1. North Sevier Middle School parking lot update
2. Healthy Utah scheduled for August 22-23
3. Independent Audit scheduled for September 19-21
4. Richfield High School Change Order

Superintendent Douglas shared a letter sent to him from the South Sevier attendance area School Resource Officer (SRO), Jared Campbell. He expressed his appreciation and validated the importance of SROs both inside and outside of the schools.

ITEM #4. – CLOSED MEETINGS.

A motion was made at 5:26 p.m. by Stewart Shaver and seconded by Tom Hales to take a break and go into Closed Meeting to discuss the character, professional competence, or physical or mental health of an individual(s). Voting went as follows: yes – Jack Hansen, Richard Orr, Tom Hales, Stewart Shaver and Clint Johnson. Motion passed.

In attendance were President Jack Hansen, Vice President Richard Orr, members Tom Hales, Clint Johnson, and Stewart Shaver, Superintendent Cade Douglas, Assistant Superintendent Gail Albrecht, Business Administrator Chad Lloyd, and Executive Secretary Krista Nielson.

A motion was made at 5:39 p.m. by Richard Orr and seconded by Clint Johnson to go out of Closed Meeting. Voting went as follows: yes – Jack Hansen, Richard Orr, Tom Hales, Stewart Shaver and Clint Johnson. Motion passed.

ITEM #5. – ACTION ITEMS.

A motion was made by Richard Orr and seconded by Clint Johnson to approve the Richfield High School Change order #14 as presented. Voting went as follows: yes - Jack Hansen, Richard Orr, Stewart Shaver, and Clint Johnson. No - Tom Hales. Motion passed. Tom wanted to note that he was supportive of the Board and their decision.

A motion was made at 5:45 p.m. by Stewart Shaver and seconded by Richard Orr to adjourn the meeting. Motion passed unanimously.

I certify that upon motion duly made, seconded and passed, the Board of Education of the Sevier School District approved the foregoing minutes on the 14th day of September 2016. I further certify that a quorum of the Board was present on both the day covered by these minutes and the day of approval.

Chad W. Lloyd, Business Administrator